

**AGENDA**  
**EAST GOSHEN TOWNSHIP**  
**BOARD OF SUPERVISORS**  
**Tuesday, April 2, 2013**  
**7:00 PM**

1. Call to Order
2. Pledge of Allegiance
3. Moment of Silence – Supervisor Carmen Battavio
4. Ask if anyone is recording the meeting
5. Public Comment – Hearing of Residents (Optional)
6. Chairman's Report – Announce Board met in Executive Session on March 9, 19, 2013 on a Personnel Matter
  - Comp Plan Update - None
7. Public Hearings - None
8. Police/EMS Report/Fire Marshal
  - a. Fire Marshal Report
9. Financial Report - None
10. Old Business
11. New Business
  - a. Consider sending a letter of support for the Willistown Township grant application for acquisition of Spinelli property at 143 Line Road.
  - b. Consider adoption of Resolution 2013-34A for new sewer rates.
  - c. Consider Health Insurance & Human Resources Administration Analysis RFP
12. Any Other Matter
13. Approval of Minutes
  - a. March 19, 2013
14. Treasurer's Report
  - a. March 28, 2013
15. Review Action List
  - a. April 2, 2013
16. Correspondence, Reports of Interest
17. Dates of Importance

Apr 02, 2013	Board of Supervisors	7:00 PM
Apr 03, 2013	Planning Commission	7:00 PM
Apr 04, 2013	Park Commission	7:00 PM
Apr 06, 2013	Keep East Goshen Beautiful Day	8:30 AM
Apr 08, 2013	Municipal Authority	7:00 PM
Apr 09, 2013	Mature Driver Training	9:00 AM
Apr 10, 2013	Conservancy Board	7:00 PM
Apr 11, 2013	Mature Driver Training Continued	9:00 AM
Apr 11, 2013	Historical Commission	7:00 PM
Apr 11, 2013	Farmer's Market	3:30-6:00 PM
Apr 15, 2013	Commerce Commission	7:00 PM
Apr 16, 2013	Board of Supervisors	7:00 PM
Apr 17, 2013	Police Commission	5:30 PM

Apr 22, 2013	Comp Plan Task Force	7:00 PM
Apr 25, 2013	Farmer's Market	3:30-6:00 PM
Apr 27, 2013	DEA Nat'l Take Back Initiative	10-2 PM
	WEGO at Giant, 1375 E. Boot Rd.	

Summer 2013 Newsletter:

Article Submission Date – May 1, 2013

Posted to Website – June 1, 2013

18. Public Comment – Hearing of Residents

19. Adjournment

The Chairperson, in his or her sole discretion, shall have the authority to rearrange the agenda in order to accommodate the needs of other board members, the public or an applicant.

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**BOARD OF SUPERVISORS**  
EAST GOSHEN TOWNSHIP  
CHESTER COUNTY  
1580 PAOLI PIKE, WEST CHESTER, PA 19380-6199  
610-692-7171 Fax 610-692-8950  
[www.eastgoshen.org](http://www.eastgoshen.org)

Date: March 28, 2013  
To: Board of Supervisors  
From: Carmen Battavio  
Re: Fire Marshal Report

Fire Marshal activities as of 3/28/13

3/27/2013- 250 Line Road, Malvern

EGFM dispatched to working house fire at 03:33. Upon location found entire right side of home fully involved.

WEGO officer Callahan broke rear window to rescue two dogs.

Homeowners were in Florida and had a home watcher visit property and feed dogs.

FD left scene 08:08.

Assist Companies: E. Whiteland, Good Will, Malvern, Paoli, M-91. Assist companies supplied tank trucks for water due to no hydrants in immediate area.

PSP and CCFM were on location, cause of fire still under investigation.

TIS-4.0 hrs  
Mileage 6

3/27/2013 – 444 Eaton Way, West Chester

Unattended cooking on stove.

Assistant EGFM dispatched. PVA was put into service to remove smoke.

BOARD OF SUPERVISORS  
EAST GOSHEN TOWNSHIP

CHESTER COUNTY  
1580 PAOLI PIKE, WEST CHESTER, PA 19380-6199

March 26, 2013

Re: Spinelli Property, 143 Line Road  
Department of Conservation and Natural Resources Grant

Dear Property Owner:

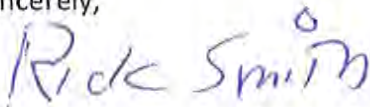
The purpose of this letter is to inform you that Willistown Township intends to submit an application to the Pennsylvania Department of Conservation and Natural Resources for a grant to purchase the 20.2 acre Spinelli Property at 143 Line Road in Willistown Township.

Willistown Township has requested that the East Goshen Township Board of Supervisors issue a letter of support for their application. Mary McLoughlin, Director of Parks and Recreation for Willistown Township will present the project at the Board of Supervisors meeting on Tuesday April 2, 2013 at 7:00 PM at which time the Board will consider the request.

Information on this initiative is available on our web page [www.eastgoshen.org](http://www.eastgoshen.org)

In accordance with East Goshen Township policy this letter is being sent to all property owners within 1,000 feet of the Spinelli property.

Sincerely,

A handwritten signature in blue ink that reads "Rick Smith". The signature is written in a cursive style with a small loop at the end of the last name.

Louis F. Smith, Jr.  
Township Manager

Cc: Mary McLoughlin, Director of Parks and Recreation, Willistown Township





## WILLISTOWN TOWNSHIP

40 Lloyd Avenue, Suite 204-206, Malvern, PA 19355 ~ [www.willistown.pa.us](http://www.willistown.pa.us) ~ 610-647-5300

Rick Smith, East Goshen Township Manager  
1580 Paoli Pike  
West Chester, PA 19380

Dear Mr. Smith,

3-11-13

As we discussed, the Township is submitting a land acquisition grant to the State Department of Conservation and Natural Resources (DCNR) which requires that the Township describe notify any adjacent municipalities impacted by the project. Please consider this letter a formal request for a project comment letter.

The 20.2 acre wooded Spinelli property is located in the headwaters of Ridley Creek at 143 Line Road, along the border of Willistown and East Goshen Townships. The property is contiguous with over 390 acres of protected open and recreational space with existing trails (Site Context Map attached) including the Natural Lands Trust's 125 acre Willisbrook Preserve and Sugartown Serpentine Barrens—a PA Natural Diversity Index (PNDI) and DCNR PA Wild Plant Sanctuary site, almost 65 acres of contiguous woodland, and 141 acres of private lands under conservation and agricultural easement.

The Spinelli parcel is not only a buffer to the Serpentine Barrens PNDI site, but also a potential PNDI site itself. A PNDI search resulted in DCNR identifying the Spinelli property as potentially housing threatened and endangered and/or special concern species and resources related to the serpentine geology of the area. Protection of the Spinelli Property coincides with *The Natural Resources Protection Plan Action Plan Recommendations* of East Goshen Township's 2005 Comprehensive Plan (the Plan) 4A, to "prohibit development within highly sensitive environmental areas", 4A-2 to "protect serpentine as a unique natural resource", and 4A-3 to "promote woodland preservation".

The Spinelli property is also located adjacent to East Goshen's 100 acre Applebrook Park, with 3 miles of trails, and the 55 acre East Goshen Township Park, with almost 1 mile of trails. This open space along with that in Willistown comprises scenic vistas along Line Road and Paoli Pike, and has numerous "scenic vista" designations in the Plan including "Scenic vista – looking east into Willistown Township, which are areas of open lands, fallow and active agriculture, and woodlands" and the designation of Line Road as a "Scenic Road: designated primarily because of the beautiful agricultural and open space found adjacent to the roads...." Protecting this property is in accordance with the Plan's Chapter 10 — *Natural Resources Protection Plan Action Plan Recommendations* 4C, to "protect scenic vistas and publicly owned open space from the impacts of development", and 4D to "protect the headwaters of the Ridley Creek...."

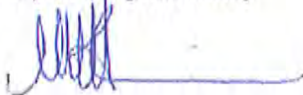
The Township's purchase of the Spinelli Property will expand the existing park and open space network of both townships and will provide much needed public parking access from Line Road. This expansion coincides with the following East Goshen Comprehensive Plan *Recreational Facilities and Activities*

*Plan* Action Plan Recommendations: 6C, to “participate in and plan for regional recreation programs, activities, and facilities”, and 6D to “use trails to provide recreational opportunities and/or link residential communities with East Goshen Parks, open space and area merchants.”

The Plan discussion states, “Coordination among West Chester area municipalities is a critical means to pool municipal recreation resources and work cooperatively to create a regional approach to recreation and cultural programming.” The possibility of connecting approximately 5 miles of trails over 215 acres in Willistown on the east side of Line Road to the existing 4+/- miles of trails throughout the 155 acres of Applebrook and East Goshen Parks in East Goshen, and the proposed 2.5 mile East Goshen trail connecting East Goshen Park south to Willistown Conservation Trust’s 55 acre Ashbridge Preserve is very exciting as adds up to an extensive local public trail system that links multiple recreation destinations across municipal boundaries! (Trail Network Map and Willistown/East Goshen Recreation Destinations Map attached.)

Please let me know if I can provide any further information.

Thank you for your time,



Mary H. McLoughlin, Director of Parks & Recreation  
610-647-5300 x224 mmcloughlin@willistown.pa.us  
cc: David R. Burman, Township Manager



# Spinelli Site Context Map

COUNTY OF CHESTER

PENNSYLVANIA



PARID 405 00010000  
 UPL 54-5-1  
 Owner 1 SPINELLI JOSEPH JR  
 Owner 2  
 Mailing Address 1 C/O JOSEPH J  
 SPINELLI  
 144 W MARKET ST  
 WEST CHESTER PA  
 19382  
 ZIP Code 19382  
 Dead Book 1248  
 Dead Page 1765  
 Dead Record Date 9/1/1997  
 Legal Date 1  
 Legal Date 2  
 1.9 AC DWG A GAR  
 Acres  
 LUC  
 R-10  
 Lot Assessment \$94,300  
 Property Assessment \$6,300  
 Total Assessment \$100,600  
 Assessment Date 12/15/2012  
 143 LINE RD  
 WILLISTOWN  
 GREAT VALLEY  
 School District

Map Created:  
 Tuesday, February 5, 2013

County of Chester



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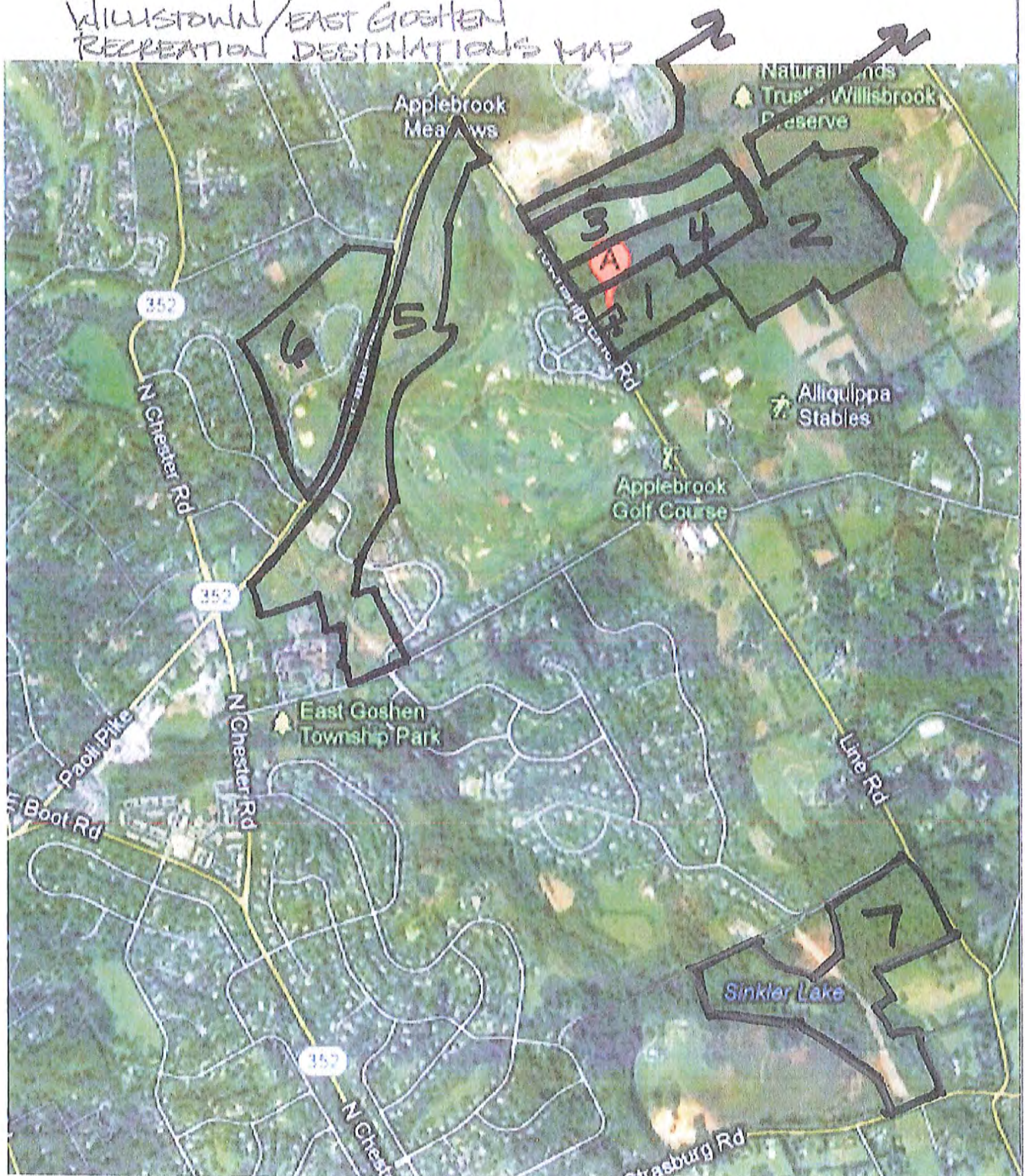
1. SPINELLI 2. NATURAL LANDS TRUST 3. GREATER CHESTER VALLEY SOLAR
4. TOWNSHIP 5. APPERBROOK PARK 6. EAST GASTON PARK







# WILLISTOWN/EAST GOSHEN RECREATION DESTINATIONS MAP



1. SPINELLI 2. NATURAL LANDS TRUST 3. GREATER CHESTER VALLEY SOCIETY
4. WILLISTOWN LINE RD. PARK 5. EAST GOSHEN APPLEBROOK PARK 6. EAST GOSHEN TWP. PARK 7. WILLISTOWN CONSERVATION TRUST ASHBRIDGE PRESERVE



BOARD OF SUPERVISORS  
EAST GOSHEN TOWNSHIP

CHESTER COUNTY  
1580 PAOLI PIKE, WEST CHESTER, PA 19380-6199

**DRAFT**

April 2, 2013

Ms. Mary H. McLoughlin, Director of Parks & Recreation  
Willistown Township  
40 Lloyd Avenue, Suite 204-206  
Malvern, PA 19355

**Re: Willistown Township's Pennsylvania Department of Conservation and Natural  
Resource Grant application for the Spinelli Property on Line Road.**

Dear Mary:

I am writing to inform you that at their meeting on April 2, 2013 the East Goshen Township Board of Supervisors expressed its support for the proposed acquisition of the Spinelli property by Willistown Township.

Willistown Township's acquisition of the Spinelli property, located on the eastern border of East Goshen Township, coincides with many of the objectives of East Goshen's 2005 Comprehensive Plan. East Goshen Township is committed to open space and natural resource preservation and to providing outstanding recreational opportunities to its residents.

The Comprehensive Plan suggests coordinating with other municipalities on recreational opportunities. With this in mind and considering the proximity of this property to the 155 acres of park land in East Goshen and the 210 acres of the same in Willistown Township the East Goshen Township Board of Supervisors supports Willistown's acquisition of the Spinelli property.

Sincerely,

Louis F. Smith, Jr.  
Township Manager



# Memo

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To: Board of Supervisors  
From: Jon Altshul  
Re: Consider adoption of amendment to Resolution 2013-34A (2013 Sewer Rates)  
Date: March 27, 2013

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We have received the water consumption reports from Aqua for the 4<sup>th</sup> quarter of 2012 and the 1<sup>st</sup> quarter of 2013. Based on staff's calculations and the adopted 2013 sewer fund budget, **we recommend that the 2013 fixed rate be \$26.20/quarter and the variable rate be \$7.51/thousand gallons.** For comparison, the current rates are \$26.15/quarter fixed and \$7.97/TG variable.

The average household in a single-family detached home used an average of 14,519 gallons of sewer services per quarter over the past 6 months. Therefore, the average quarterly sewer bill for these residents would be \$135.28, compared with \$140.44 last year, a decrease of \$5.16 per quarter. This decrease is attributable to cost savings as a result of the elimination of the Lockwood Sewer Treatment Plant, the shifting of some previously variable costs to the fixed cost column (described below), a lower chargeback to the sewer fund for overhead expenses and more accurate budgeting of personnel costs.

In allocating the sewer operating budget between fixed costs and variable costs, we made a handful of adjustments between this year and last year, as was discussed at the June 5, 2012, BOS meeting. In particular, infiltration and inflow expenses were reclassified as fixed, as were new expenses line items for staff wages and vehicle operation costs for the Ashbridge and Mill Valley pumping stations. A list of variable and fixed costs is attached.

I have attached the updated fee resolution for your consideration (**SEE PAGE 9**).

A table showing sewer rates since 2011, as well as a worksheet for how the sewer rates were determined is provided below.

**Key Statistics-East Goshen Township Sewer Rates, 2011-2013**

	<b>2011</b>	<b>2012</b>	<b>2013 Proposed</b>	<b>Change 2012-2013</b>
Fixed rate	\$25.69/quarter	\$26.15/quarter	\$26.20/quarter	+ \$.05/quarter
Variable rate	\$7.19/TG	\$7.97/TG	\$7.51/TG	- \$.46/TG
Metered consumption (gallons annualized)	349,335,000	313,582,500	319,007,396	+ 5,424,896 gallons
Average single family detached quarterly bill	\$138.95	\$140.44	\$135.28	- \$5.16/quarter

**Worksheet for 2013 Proposed Sewer Rates**

<b>FUND BALANCE AS OF 12/31/12</b>	<b>576,005</b>
TOTAL 2013 SEWER FUND ADOPTED BUDGET	3,091,600
OTHER SEWER FUND REVENUES (net of uncollectibles)	56,801
<b>TOTAL REVENUE REQUIRED TO BREAK EVEN</b>	<b>3,034,799</b>
REVENUE REQUIREMENT (NET OF Q1 REVENUE)	2,267,244
Q2-Q4 QUARTERLY REQUIREMENT	755,748
PROJECTED REVENUE FOR Q1 2013	767,555
REQUIRED BILLING IN Q2	755,748
REQUIRED BILLING IN Q3	755,748
REQUIRED BILLING IN Q4	755,748
<b>Check Total</b>	<b>3,034,799</b>
TOTAL SEWER UNITS AS OF 3/25/13	5,976
2013 FIXED COSTS (FROM ADOPTED SEWER FUND BUDGET)	626,237
QUARTER FIXED COST REVENUE REQUIREMENT	156,559
<b>PROPOSED QUARTERLY FIXED RATE</b>	<b>\$26.20</b>
TOTAL QUARTERLY METERED CONSUMPTION (ALL ACCCOUNTS)	79,751,849
Q2-Q4 REVENUE REQUIREMENT	2,267,244
Q2-Q4 REVENUE REQUIREMENT NET OF Q2-Q4 FIXED COSTS	1,797,566
QUARTERLY VARIABLE RATE REVENUE REQUIREMENT	599,189
<b>PROPOSED VARIABLE RATE</b>	<b>\$7.51</b>



## Allocation of 2013 Sewer Operating Fund Between Fixed & Variable Costs

	Adopted Budget	Fixed	Variable
05420 1400 - C.C. METERS - WAGES	13,271	13,271	
1401 - C.C. INTERCEPTOR - WAGES	1,000		1,000
1402 - C.C. COLLECTION - WAGES	26,000		26,000
1403 - C.C. INTERCEPTOR - WAGES I&I			-
1404 - C.C. COLLECTION - WAGES I&I	7,500	7,500	
1405 - MILL VALLEY - WAGES	12,000	12,000	
1406 - ASHBRIDGE - WAGES	12,000	12,000	
2510 - C.C. METERS - VEHICLE OPER.	15,200	15,200	
2511 - C.C. INTERCEPT - VEHICLE OPER.	1,000		1,000
2512 - C.C. COLLEC. - VEHICLE OPER.	30,000		30,000
2513 - C.C. INTERCEPT. - VEH OPER - I&I			-
2514 - C.C. COLLECT. - VEH OPER - I&I	1,500	1,500	
2515 - ASHBRIDGE - VEH OPER	5,615	5,615	
2516 - MILL VALLEY VEH OPER	5,615	5,615	
3600 - C.C. METERS - UTILITIES	2,156		2,156
3601 - C.C. INTERCEPT - UTILITIES	513		513
3602 - C.C. COLLECTION - UTILITIES	17,220		17,220
3700 - C.C. METERS - MAINT. & REPRS.	7,278	7,278	
3701 - C.C. INTERCEPT. - MAINT. & REP	3,331		3,331
3702 - C.C. COLLEC. - MAINT. & REPR.	55,344		55,344
3703 - C.C. INTERCEPT. - MAINT & REP - I&I	1,025	1,025	
3704 - C.C. COLLECT. - MAINT & REP - I&I	41,000	41,000	
3705 - ASHBRIDGE - MAINT. & REPR.	5,000		5,000
3706 - MILL VALLEY - MAINT. & REPR.	5,000		5,000
3850 - W.G. - OPER & MAINT.	700,459		700,459
3851 - W.G. - LEASE RENTAL	20,472		20,472
7440 - C.C. STP - CAPITAL	1,494		1,494
05422 1400 - R.C. - STP - WAGES	32,000		32,000
1401 - R.C. - COLLEC. - WAGES	12,408		12,408
1402 - R.C. - COLLEC. - WAGES - I&I	6,204	6,204	
2440 - R.C. - STP - CHEMICALS	57,400		57,400
2510 - R.C. - STP - VEHICLE OPER.	12,300		12,300
2511 - R.C. - COLLEC. - VEHICLE OPER.	9,853		9,853
2512 - R.C. - COLLECT. - VEH. OPER. - I&I	2,665	2,665	
2600 - R.C. - STP - MINOR EQUIP.	4,613		4,613
2601 - R.C. - COLLEC. - MINOR EQUIP.	-		-
3100 - R.C. - STP - PROF. SERVICES	-		-
3101 - R.C. - COLLEC. - PROF. SERVICES	-		-
3600 - R.C. - STP - UTILITIES	128,125		128,125
3601 - R.C. - COLLEC. - UTILITIES	11,275		11,275
3700 - R.C. - STP - MAINT. & REPAIRS	50,738		50,738

3701 - R.C. - COLLEC. - MAINT. & REPR.	10,250		10,250
3702 - R.C. - COLLEC. - MAINT. & REP - I&I	11,275	11,275	
4500 - R.C. - STP - CONTRACTED SERV.	139,800	139,800	
4502 - R.C. - SLUDGE - CONTRAC. SERV.	25,625		25,625
7410 - R.C. - STP - CAPITAL	-		-
05423 1400 - LOCHWOOD - STP - WAGES	4,000		4,000
2510 - LOCHWOOD - STP - VEHICLE OPER.	1,000		1,000
3700 - LOCHWOOD - STP - MAINT. & REPR.	1,000		1,000
05424 2700 - MISCELLANEOUS EXPENSE	-	-	
05429 0710 - TRANSFER TO SINKING FUND	160,000	160,000	
0711 - ADDL TRF TO SINKING FUND (\$160K)		-	
1400 - ADMIN. WAGES	74,113	74,113	
1401- PA ONE CALL WAGES	1,678	1,678	
2501 - PA ONE CALL VEH OPER	252	252	
2600 - ADMIN. - COMPUTER EXPENSES	500	500	
3000 - ADMIN. - GENERAL EXPENSE	5,125	5,125	
3100 - ADMIN. - PROFESSIONAL SERV.	500	500	
3110 - ADMIN. - AUDITING		-	
3140 - ADMIN. - LEGAL	30,000	30,000	
3250 - ADMIN. - POSTAGE	5,000	5,000	
3400 - ADMIN. - PRINTING	1,000	1,000	
3500 - ADMIN. - INSURANCE	20,970	20,970	
3720 - ADMIN. - DEBT SERVICE ON BUILDINGS		-	-
3730 - ADMIN. - BLDG. OVERHEAD	42,451	42,451	
4500 - CONTR. SERV. SUMMIT HOUSE	323,760		323,760
4510 - CONTR. SERV. CIDER KNOLL	72,960		72,960
4520 - CONTR. SERV. MALVERN INSTITUTE	8,000		8,000
5000 - LOCKBOX FEE	2,700	2,700	
05471 7200 - DVRFA - DEBT SERV. - UPGRADE	74,000		74,000
7210 - DVRFA - INTEREST - UPGRADE	21,440		21,440
7220 - DVRFA - PRINCIPAL PMT ON \$9,500,000	284,000		284,000
7230 - DVRFA - INTEREST ON \$9,500,000 LOAN	329,710		329,710
05492 0700 - TRANSFER TO MUNIC. AUTHORITY	121,917		121,917
	3,091,600	626,237	2,465,363



**EAST GOSHEN TOWNSHIP  
CHESTER COUNTY, PENNSYLVANIA**

**RESOLUTION 2013-34A**

**A RESOLUTION ESTABLISHING AND CONSOLIDATING  
THE VARIOUS FEES AND CHARGES IMPOSED  
PURSUANT TO THE CODE OF THE TOWNSHIP**

**WHEREAS**, the Code of East Goshen Township authorizes the Board of Supervisors to establish various fees and charges by resolution, and:

**WHEREAS**, the Board of Supervisors believes that it's in the best interests of the Township to consolidate all of the fees and charges into a single resolution.

**BE IT RESOLVED THAT** the East Goshen Township Board of Supervisors hereby establishes the following fee schedule for 2013.

**1. Building/Zoning Permit Fees**

- a. Residential Dwelling Units - includes all types of residential buildings.
  - i. New Construction - Calculated using the ICC method with a minimum charge of \$200.00.
  - ii. Accessory Buildings - Calculated using the ICC method with a minimum charge of \$200.00.
  - iii. Building Additions - Calculated using the ICC method with a minimum charge of \$200.00.
  - iv. Decks, Patios, Terraces
    - 1. 150 square feet or smaller - \$100.00
    - 2. Greater than 150 square feet - \$150.00
    - 3. Re-decking of surface materials and or replacement of railings or steps - \$50.00
  - v. New and replacement plumbing, HVAC, and sprinkler systems; any other permanent system; re-roofing; and re-siding shall be calculated at 1% of the project cost with a minimum permit fee of \$100.00.
  - vi. Flagpoles - all permit fees shall be waived for the installation of a flagpole on any residential lot.
  - vii. Alarms - New and replacement monitored alarm systems - \$40.00 permit.
  - viii. Zoning Permit – Any project which increases the footprint of a residential structure or adds a structure to the property requires a zoning permit - \$50.00

NOTES:

- All measurements and calculations shall be outside dimensions.
  - The above fee includes the residential building code plan review, all required inspections, Certificate of Occupancy and the Building Energy Act if applicable.
  - The ICC permit fee method and construction costs tables are published in the ICC Building Safety Journal.
  - The Township Permit Fee Multiplier used to calculate the ICC Permit Fee shall be .01.
- b. Non-Residential Buildings - Includes commercial, industrial, and institutional buildings.
- i. New Construction and Additions - Calculated using the ICC method with a minimum charge of \$200.00
  - ii. New plumbing, HVAC, alarm and sprinkler systems shall be calculated @ 1% of the project value with a minimum charge of \$200.00.
  - iii. Replacement plumbing, HVAC, alarm and sprinkler systems; any other permanent systems; re-roofing; and re-siding shall be calculated @ 1% of the project value with a minimum charge of \$200.00.
  - iv. Alterations and fitting out of space - Calculated @ 1% of the project value with a minimum charge of \$200.00.
  - v. Flagpoles - All permit fees shall be waived for the installation of a flagpole on any commercial or industrial lot.
  - vi. Zoning Permit – Any project which increases the footprint of a commercial building structure or adds a structure requires a zoning permit - \$150.00

NOTES:

- The above fee includes the commercial building code plan review, all required inspections, Certificate of Occupancy and the Building Energy Act if applicable.
- The Township Permit Fee Multiplier used to calculate the ICC Permit Fee shall be .01.

c. Miscellaneous Categories

- i. Swimming Pools
  - 1. In-Ground - \$225.00
  - 2. Above-Ground - \$75.00
  - 3. Jacuzzi or Hot Tub - \$75.00



- ii. Demolitions
  - 1. Residential - \$50.00
  - 2. Commercial - Shall be calculated at 1% of estimated cost with a minimum of \$100.00.
- iii. Impervious Surfaces - \$75.00 plus engineering, stormwater management permit and inspection costs: includes new driveways, widening of existing driveways by more than 25%, parking lots, tennis courts, etc. Driveways with new homes excluded.
- iv. Renovations, alterations, structures, and facilities; including but not limited to porch enclosures, satellite dishes, silos and water towers, antenna towers, wind and solar energy systems, and the completion of unfinished areas shall be calculated at 1% of estimated cost with a minimum permit fee of \$100.00.
  - 1. As per Section 108 of the ICC 2006, if, in the opinion of the building official, the valuation of the permit is under-estimated, the permit will be denied unless detailed estimates can be shown to meet the approval of the building official. The final building valuation will be set by the building official.
- v. Missed Inspections - \$25.00 per occurrence - All missed inspection fees shall be paid prior to the issuance of the Certificate of Occupancy.
- vi. No Permit Fee - Any person who commences work on a building, structure, electrical, gas, mechanical, or plumbing system prior to obtaining the necessary permits shall be subject to a \$150.00 fee for residential and \$200.00 for commercial in addition to the applicable building permit and/or zoning permit fee. The Township in its sole discretion may elect to issue a citation for violation of the applicable building code.
- vii. PA UCC Continuing Education Fee of \$4.00 for every Building Permit Issued.
- d. Zoning Permits. Although a Building Permit is not required for the following structures pursuant to the Uniform Construction Code (Act 45 of 1999), a Zoning Permit is required. The Zoning Permit fee is \$50.00.
  - i. The following structures if the structure has a building area less than 500 square feet and is accessory to a single family detached dwelling.
    - 1. Carport
    - 2. Detached Garage
    - 3. Greenhouse
    - 4. Sheds
  - ii. An agricultural building as defined under section 103 of the Uniform Construction Code (Act 45 of 1999).
  - iii. Manufactured or industrialized housing pursuant to section 901 of the Uniform Construction Code (Act 45 of 1999)

## 2. **Subdivision and Land Development Fees**

- a. Subdivision Review
  - i. 2 lots - \$200.00 per plan
  - ii. 3 or more lots on existing streets - \$250.00 per plan
  - iii. 3 or more lots requiring new streets - \$400.00 per plan
- b. Land Development Review
  - i. Less than 4 Acres - \$200.00 per plan
  - ii. 4 Acres to 24.99 Acres - \$350.00 per plan
  - iii. 25 Acres to 99.99 Acres - \$600.00 per plan
  - iv. 100 Acres or More - \$850.00 per plan
- c. Lot Line and/or Minor Revision Review
  - i. \$150.00 per plan
- d. Additional costs for Subdivision, Land Development and Lot Line and/or Minor Revision Reviews shall be as follows:
  - i. The applicant shall pay the review fees of the professional consultants utilized by the Township during its review of the subdivision or land development application. The applicant shall submit \$2,000.00 to the Township at the time of the submission of the subdivision or land development application. This money shall be placed in an interest bearing account held by the Township and monies shall be disbursed from this account to pay the actual costs of the professional consultants. The Township shall provide the applicant with a breakdown of all monies disbursed from the account. If the account balance goes below \$500.00 the applicant shall deposit additional monies sufficient to bring the account balance back up to \$2,000.00. Upon approval or denial of the land development or subdivision application and payment of the final invoices from the professional consultants the balance of funds in the account plus any interest shall be returned to the applicant.
  - ii. The applicant shall reimburse the Township for the actual cost of all legal, engineering, inspections and materials tests, incurred during construction and up to acceptance, by the Township, of the improvements.
  - iii. The applicants shall pay all Chester County Planning Commission, Chester County Health Department, Department of Environmental Protection, Chester County Soil Conservation District and Penn Dot review fees, and all recording costs.
- e. Inspections
  - i. Township Engineer - prevailing rate
  - ii. Engineer's Inspector - prevailing rate



iii. Township Inspector - prevailing rate

### 3. **Public Hearings**

- a. The applicant shall deposit with the Township \$450.00 to defray the cost of the following:
  - i. One half ( $\frac{1}{2}$ ) the cost of preparation and publication of "Notice of Public Hearing".
  - ii. Posting of the property by the Township Staff.
  - iii. One half ( $\frac{1}{2}$ ) of the appearance fee of the court reporter.
  - iv. Other miscellaneous administrative charges.
  - v. The cost for mailing a hearing notice letter to all property owners within 1,000 feet of the property.
- b. If the monies paid to the Township pursuant to Section a. are insufficient to insure payment of all costs incurred in the disposition of the application the Township shall require additional deposits in increments of one hundred dollars (\$100.00). The failure of the Township to demand additional deposits from time to time shall not relieve the applicant from liability for all costs, charges, fees and expenses in excess of deposits.
- c. Monies paid which are in excess of the actual costs shall be refunded to the applicant within 30 days of receipt of the written decision.
- d. Referring to b and c above; if the total costs exceed the monies paid by less than \$10.00 there will be no additional charge and conversely, there will be no refunds given for amounts under \$10.00
- e. Conditional Use Professional Consultants – The applicant shall pay the review fees of the professional consultants utilized by the Township during its review of the conditional use application. The applicant shall submit \$2,000.00 to the Township at the time of the submission of the application for a conditional use. This money shall be placed in an interest bearing account held by the Township and monies shall be disbursed from this account to pay the actual costs of the professional consultants. The Township shall provide the applicant with a breakdown of all monies disbursed from the account. If the account balance goes below \$500.00 the applicant shall deposit additional monies sufficient to bring the account balance back up to \$2,000.00. Upon approval or denial of the conditional use application and payment of the final invoices from the professional consultants the balance of funds in the account plus any interest shall be returned to the applicant.

4. **Sign Permits**

- a. Less than 32 Square Feet - \$25.00
- b. 32 Square Feet or More - \$75.00

5. **Hearings Before the BOCA Board of Appeals**

- a. There shall be a filing fee of \$100.00.
- b. In addition, the applicant shall deposit with the Township \$400.00 to defray the cost of the following:
  - i. Preparation and mailing of the list and/or labels bearing the names of property owners to be notified.
  - ii. Preparation of the hearing notice and affidavit of certification.
  - iii. Publication of "Notice of Public Hearing".
  - iv. Posting of the property by the Building Inspector.
  - v. One half (½) of the appearance fee of the court reporter.
  - vi. Other miscellaneous administrative charges.
  - vii. The cost for a copy of the transcript if requested by the applicant.
- c. If the monies paid by the applicant pursuant to Section b are insufficient to insure payment of all costs incurred in the disposition of the application, the Township shall require additional deposits in increments of one hundred dollars (\$100.00). The failure of the Township to demand additional deposits from time to time shall not relieve the applicant from liability for all costs, charges, fees and expenses in excess of deposits.
- d. Monies paid which are in excess of the actual costs shall be refunded to the applicant.
- e. Referring to C and D above; if the total costs exceed the monies paid by less than \$10.00 there will be no additional charge and conversely, there will be no refunds given for amounts under \$10.00

6. **Sewer, Refuse and Real Estate Tax Certification**

- a. Per Certification - \$5.00 – Fee must be paid prior to certification being issued.

7. **Collection Procedures**

- a. The Township Manager is authorized to collect any monies due and payable to the Township under this resolution in the manner prescribed by law.
- b. Any costs associated with the collection of these fees shall be the responsibility of the applicant.

## 8. Returned Checks & ACH Payments

- a. Any check or ACH payment received by the Township pursuant to this resolution or any other ordinance shall be deposited in the authorized Township depository (bank).
- b. All checks or ACH payments returned by the Township depository (bank) to the Township, for insufficient funds or any other reason shall have a letter written to the check writer or ACH payee advising that their check or ACH payment has been returned by the bank and that they should re-issue payment immediately.
- c. The check writer or ACH payee's account shall be updated to indicate that a payment was not made.
- d. Any check or ACH payment that is returned to the Township will result in the imposition of a \$20.00 fee in addition to any fees imposed by the Township depository (bank), both of which shall be applied to the appropriate account.

## 9. Park Fees

- a. The following fees will be charged to those groups or individuals who reserve a facility for a specific date and time.

### NOTES:

- The use of satellite parks is limited to passive events only.
  - Each day is divided into three time periods:
    - Morning - 7 am to Noon
    - Afternoon - Noon to 5 pm
    - Evening - 5 pm to Dusk
  - The West Chester Area School District is exempt from all fees.
  - Separate checks shall be provided in the event a deposit is required.
  - Deposit checks will be returned after the facility has been inspected and found to be in good condition.
- i. Pavilion (per event):
    1. 1 to 100 people - \$100.00 rental fee with \$50.00 refundable deposit
    2. Over 100 people - \$200.00 rental fee with \$100.00 refundable deposit
  - ii. Volleyball Courts (cost per court):
    1. \$30.00 per time period
  - iii. Satellite Parks (all Township owned open space except for the 55 acre Township Park. Per event):
    1. 1 event - \$50.00 with \$25.00 refundable deposit



iv. Baseball, Softball, Soccer Fields and Tennis Courts; excluding T-Ball (cost per field/court):

1. 1 field - \$30.00
2. Tennis Courts for approved Leagues - \$30.00 for 3 courts per time period

v. Tennis Court Keys:

1. Township Residents: - \$30.00 each
2. Non Residents of Township: - \$50.00 each
3. Replacement Key - \$6 each

10. **Copying of Township Records** - the cost for the copying of Township records pursuant to the "Right to Know Law" Act 3 of 2008, as amended, shall be as follows:

- a. Postage - the actual cost of mailing.
- b. Duplication - The fees are based upon the duplication of records maintained and duplicated in black & white on standard 8 ½ by 11 inch paper, 8 ½ x 14 inch paper or 11 x 17 inch paper. All larger records, including but not limited to plans, maps and similar documents are "over-size" records for purposes of the fee schedule.
  - i. Photocopy - \$0.25 per single sided copy
  - ii. Facsimile/Microfiche/Other Media – the Township's cost to duplicate the record original media.
  - iii. Conversion of electronic media only records to paper – if a record is only maintained in electronic media the fee shall be the lesser of: \$ 0.25 per page (8½' x 11'), or the Township's cost to duplicate the record in the electronic media.
  - iv. Over-size Records (paper size is greater than 11" x 17") photo copy - \$4.00 per sheet
  - v. Color documents – color documents that must be sent out for duplication shall be billed at the Township's cost.
- c. Certification of a record – \$5.00 per certification.
- d. Use of own copier – A requester may utilize their own copier provided the device is self-powered, i.e., it may not be plugged into a Township power outlet. Any duplication by the requester must be done with a Township employee present.
- e. Direct access to the Township computer system is prohibited.
- f. No original records may be removed from the Township Building by a requester.

**11. Code Books, Pamphlets and Zoning Maps**

- a. Complete Code Book (includes subscription service for amendments for the balance of the calendar year) - \$110.00.
- b. Code Book Subscription Service - \$25.00 per year
- c. Zoning Pamphlet with Zoning Map - \$13.00
- d. Subdivision Pamphlet - \$7.00

**12. Re-Sale and Re-Occupancy Inspections**

- a. Residential - \$60.00
- b. Non-Residential Building – \$150.00

**13. Contractor Registration**

- a. \$25.00 - per year

**14. Refuse charges pursuant to Section 194-8 of the Township Code**

- a. Single Family Residential \$69.88 per quarter
- b. Multi-family Residential \$69.88 per quarter

**15. Sewer Charges pursuant to Sections 188-3, 188-4 and 188-5 of the Township Code**

Fixed Rate per unit

- a. Single Family Residential \$26.20 per quarter
- b. Multi-Family Residential \$26.20 per quarter
- c. Apartment Residential \$26.20 per quarter
- d. Commercial/Industrial Establishment \$26.20 per quarter
- e. Meter reading surcharge \$ 8.00 per quarter

Variable Rate

- a. Variable Rate \$0.751 per 100 gallons of water
- b. Variable Rate (East Whiteland) \$4.90 per 1,000 gallons of water

Permits/Inspections

- a. Sewer Laterals \$60.00 per lateral
- b. Water Meter/Measuring Device \$60.00 per meter/measuring device

**16. Stormwater Management submissions pursuant to Ordinance 129-M-03**

- a. Regulated activities that meet the criteria for exemptions pursuant to Section 302 of the ordinance shall be charged an application and plan review fee of the Township Engineers prevailing rate for 1 hour.

- b. Regulated activities that do not meet the criteria for exemptions pursuant to Section 302 of the ordinance shall reimburse the Township for the actual cost of all engineering, inspections and materials tests, incurred in the review of the plans and calculations, and in the inspection of the improvements during construction. These costs shall be billed at the Township Engineer's prevailing rate.
- c. Post Construction Maintenance inspections pursuant to Section 704, shall be billed at the Township Engineer's prevailing rate.

**17. Solicitation Fees**

- a. License Fee - (Except for those listed in §169-6) \$10.00
- b. PA State Police Background Check Fee; (all applicants) \$10.00

**18. Wireless Telecommunications Carrier Fees**

- a. Annual Registration Fee – \$25.00 per location.
- b. Penalty for untimely filing of Annual Report - \$100.00 per location.

**19. Effective Date**

The fees outlined in this resolution shall be effective on April 2, 2013.

**RESOLVED AND ADOPTED**, this second day of April 2013.

ATTEST:

**EAST GOSHEN TOWNSHIP  
BOARD OF SUPERVISORS**

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
\_\_\_\_\_  
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# Memo

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To: Board of Supervisors  
From: Jon Altshul  
Re: Health Insurance & Human Resources Administration Analysis RFP  
Date: March 25, 2013

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We are in receipt of two responses to the Township's RFP about Health Insurance & Human Resource Administration Analysis. The purpose of this RFP was to assist the township in answering the following three questions:

- 1) Whether the Township's current arrangement for payroll and health insurance with the Goshen Fire Company and health insurance with Westtown Township is mutually beneficial for all parties.
- 2) How would the Goshen Fire Company be able to "spin off" from East Goshen without compromising the Fire Company's ability to obtain health, life and disability insurance for paid firefighters moving forward.
- 3) Any other recommendations for efficiencies or cost savings in light of the implementation of the Affordable Care Act or changes in the health insurance marketplace more generally.

## Analysis of responses:

1. Superior Benefits Plans; New Hope, PA
  - Responsive
  - Cost \$180/hour for 31 hours. Not to exceed \$5,600.
2. The Peterman Group, Montgomeryville, PA
  - Non-responsive
  - Cost \$200/hour or complementary if made broker of record

We would recommend that this matter be referred to the Finance Committee for further discussion.

**EAST GOSHEN TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
1580 PAOLI PIKE  
March 19, 2013  
Draft Minutes**

**Executive Session**

The Board met in Executive Session from 6:00pm to 7:00pm to discuss a personnel matter.

**Present:** Chairman Senya D. Isayeff, Supervisors Marty Shane, Thom Clapper and Chuck Proctor. Vice-Chairman Carmen Battavio arrived at 7:57pm. Also present were Township Manager Rick Smith, CFO Jon Altshul, and Graduate Intern Amber Cifrese. ABC members in attendance were Kathryn Yahraes (Historical Commission), Erich Meyer (Park & Rec), Susan Carty (Planning Commission) and Ginnie Newlin (Conservancy Board). Guests included Gene Dooley (Interim Chief of Police for WEGO), Salome Gasabile of Rep. Dan Truitt's office, and John Hertzog, Republican candidate for East Goshen Supervisor.

**Call to Order & Pledge of Allegiance**

Senya called the meeting to order at 7:00pm and asked Salome Gasabile to lead everyone in the Pledge of Allegiance.

**Moment of Silence**

Rick Smith called for a moment of silence to remember the troops. Senya asked that everyone also remember local journalist Gretchen Metz, who recently passed away. He asked Rick to draft a condolence letter to her family to be signed by all the Supervisors, with a copy sent to the *Daily Local*.

**Recording of Meeting**

No resident recorded the meeting.

**Public Comment on Non-Agenda Items**

*Ginnie Newlin* – Asked that the Board clarify the policy regarding the grass growing between the trees in the reforestation project area at Paoli Pike and Line Roads. Senya said the Board's preference last year was to have the grass mowed so it would not become unsightly, but the grass did not have to be mowed as short as other areas in the Township. Also, the Conservancy Board was asked to have a sign installed describing the project so that passers-by would understand the purpose of the reforestation project and the reason for the taller grass. Ginnie said the native grass is habitat for birds and it's very important to keep it tall to attract the insects the birds feed upon. She said the Conservancy Board wants to work with the Board on this.

*Public Comment: Annette Case, Applebrook* – Asked for clarification on what the Township was going to do - put up a sign or mow the grass. Senya said both. Mrs. Case said she is opposed to having the grass grow tall. She wants it mowed short. She also noted there are too many signs located at that corner. She has called the Township about it but the problem persists. Rick agreed there are many illegal signs posted at that location and said it's an ongoing battle for

1 the Township Codes Department to keep up with them. He noted that the Codes Department is  
2 currently short one staff member, the one who would usually take down the signs.

3  
4 *Public Comment: Erich Meyer* – Said that last year the Board decided to mow the grass in that  
5 location but keep it at a taller length and not mow every week.

6  
7 *Public Comment: Bill Egan, The Reserve* – Said he supported Ginnie and the Conservancy  
8 Board and he would like the grass to be kept at its natural length and not mowed.

9  
10 **Chairman's Report**

11 Senya announced that the Board met in Executive Session earlier this evening to discuss a  
12 personnel matter.

13  
14 **Police Report**

15 Senya recognized Gene Dooley who was in the audience, and noted that a copy of the current  
16 police report was included in the packets. Chuck Proctor, East Goshen's Police Commissioner,  
17 announced that the next Police Commission meeting was scheduled for March 20 at 5:30pm at  
18 the Westtown Township building, and the public is invited.

19  
20 On the police report, Marty noted that one-half of the incidents occurred in East Goshen but less  
21 than one-half of the police hours were spent in East Goshen, a trend which has continued for  
22 some time.

23  
24 Marty asked Chuck a PPU question regarding allocation of police. Chuck said the Police  
25 Commission is in the midst of three activities - finalizing the contract with Westtown Township,  
26 searching for a new police chief, and reviewing internal administrative procedures. These three  
27 items should all be wrapped up by the end of their fiscal year (August) and they will be able to  
28 address the PPU issue then.

29  
30 *Public Comment: Chief Gene Dooley* – Stated that PPUs are “unreliable” and “less than  
31 scientific.” He advised against relying on PPUs to make manpower allocation decisions.

32  
33 *Public Comment: Joe Buonnano, Bow Tree* – Asked if Thornbury has a Police Commissioner  
34 and Rick said yes; under their contract they have a right to a Member At Large. Mr. Buonnano  
35 asked if that shouldn't have been written out of the new contract. Rick replied that was what was  
36 negotiated. Chuck noted that the Thornbury Member At Large has no voting privileges.

37  
38 **Malvern Fire Company Report**

39 Rick reported that Malvern responded to no incidents in East Goshen in February.

40  
41 **Financial Report**

42 Jon Altshul reported that as of February 28 the General Fund had a positive variance of \$537,927  
43 compared to the year-to-date budget. The audit by Maille, Falconiero & Company went well and  
44 the auditors expect to have reports to the Township in the next week or so. The Township's  
45 year-end financial reports are now available and will be posted to the web page and available at  
46 the Township Building for interested residents. Marty noted that Jon came on board in April



1 2012 and has been a tremendous asset to the Township, and his staff also does a great job. Jon is  
2 responsible for handling Township accounts in the approximate amount of \$16.5 million.

3  
4 **Ethics Forms**

5 Rick summarized his March 12 memo on this topic. After some discussion, Thom moved for the  
6 Board to request an advisory opinion from the State Ethics Commission as to whether the Park  
7 Commission, Planning Commission, Historical Commission, Conservancy Board, Commerce  
8 Commission, Pension Committee, and Deer Management Committee are considered "Advisory  
9 Boards" under the Ethics Act, thus exempting their members from the requirement to file the  
10 State Ethics Form. Chuck seconded the motion.

11  
12 Marty noted that the Township's ABC all have budgets but are generally required to get  
13 authorization from the Supervisors before spending money. He wants the State Ethics  
14 Commission to be made aware of this. Rick said he tried to explain that to them but the attorney  
15 he spoke with at the Commission was only interested in what the ABC documents say.

16  
17 There was no further discussion and no public comment. The Board voted unanimously to  
18 approve the motion.

19  
20 **Spinelli Property at 143 Line Road, Willistown Township**

21 Rick summarized a letter the Township received from Mary McLoughlin, Director of Parks &  
22 Recreation at Willistown Township, dated March 11 regarding the Spinelli Property at 143 Line  
23 Road. Willistown Township is planning to buy this 20.2 acre property. Rick asked if the Board  
24 wished to send a letter to Willistown in support of their purchase of this property.

25  
26 Marty said that before East Goshen takes any action on this, Willistown needs to provide a plan  
27 showing what they intend to do with the property, and the Applebrook residents should be  
28 notified as they will be impacted. The matter should be put on the agenda for an upcoming  
29 meeting.

30  
31 *Public Comment: Chuck Halmer, Applebrook* – Said the Applebrook HOA is neutral about the  
32 proposed purchase at this point but believes East Goshen should obtain more detail about what  
33 Willistown intends for the site. The letter from Mary McLoughlin is quite vague and the HOA is  
34 most concerned about the apparent plan to add parking access for Line Road (per the letter, the  
35 "purchase of the property will expand the existing park and open space network of both  
36 townships and will provide much needed public parking access from Line Road.") Before East  
37 Goshen takes action, the HOA would like 1) the residents to be notified about this, 2) for the  
38 East Goshen Supervisors to fully understand what will be done with the site, and 3) for the  
39 Supervisors to let the residents know what East Goshen will agree to.

40  
41 Senya said East Goshen does not have a copy of Willistown's Comprehensive Plan and so  
42 cannot look up the references cited in the letter. He recommended that Willistown be invited to  
43 give a presentation about the site at an upcoming East Goshen meeting.

44  
45 *Public Comment: Dean Case, Applebrook* – Said the residents have no confidence in the  
46 motives of the Willistown Supervisors. The letter from Mary McLoughlin is "all over the place"

1 and not clear on Willistown's intentions. Rick stated that the letter is actually quite typical of a  
2 land-grant application letter.

3  
4 *Public Comment: Annette Case, Applebrook* – Said she concurred with Marty's  
5 recommendation to get a plan from Willistown and then inform the East Goshen residents of this  
6 issue.

7  
8 *Public Comment: Bill Egan, The Reserve* – Noted that the Mary McLoughlin letter does not cite  
9 Willistown's Comprehensive Plan as Senya alluded but East Goshen's instead. Senya said it  
10 would still be helpful to have a copy of Willistown's Comprehensive Plan.

11  
12 Marty again stated that he would like to inform the residents of what's going on, and invite  
13 Willistown to make a presentation. He added that East Goshen's residents will be impacted by  
14 this more than Willistown residents.

15  
16 *Public Comment: Bill Egan, The Reserve* – Asked if East Goshen ever returned the grant money  
17 received in 2008 for the Applebrook Trail since it was not constructed. Rick said yes; the money  
18 was returned to the state. Mr. Egan then asked about the grant money received in 2011. Rick  
19 said that particular grant was given to Thorncroft, not the Township, although East Goshen  
20 supported Thorncroft in their grant request. Mr. Egan said that for the record he is personally in  
21 favor of all the trails mentioned this evening being constructed.

22  
23 Marty moved to send a letter to the Applebrook residents, and to invite Willistown to make a  
24 presentation to East Goshen at a public meeting. Thom seconded the motion. Senya suggested  
25 finding out when Willistown can make the presentation before sending out the letter to the  
26 residents. That way the residents can be given the meeting date within the letter. Marty and  
27 Thom accepted this amendment.

28  
29 *Public Comment: Dean Case, Applebrook* – Asked if it's safe to assume the draft letter dated  
30 March 19 to Willistown in support of their proposed acquisition of the Spinelli Property will not  
31 be sent (the draft letter was included in the meeting packet). Rick said yes.

32  
33 *Public Comment: Hank Belber, Applebrook* – Said it's not in East Goshen's interest to do  
34 whatever Willistown wants with the property, and the Applebrook residents don't want any  
35 additional traffic on Line Road. Willistown looks like a "slum" and East Goshen should not  
36 support their plan in this regard. East Goshen should not jeopardize the beautiful community of  
37 Applebrook to support Willistown. He said he cannot believe that East Goshen would even  
38 consider supporting Willistown in this.

39  
40 There was no further discussion or public comment. The Board voted unanimously to approve  
41 the motion.

42  
43 **Resolution 2013-44 Establishing the Procedure for Collection of Sewer & Refuse Account Fees**

44 Jon summarized Tia Piccolo's March 13 memo on this topic. Senya said he wants Rep. Dan  
45 Truitt to introduce a bill in Harrisburg to relieve the Township of having to hold this discussion  
46 so frequently.

1 Chuck stated that the language in the resolution is redundant. Senya asked if the Board could  
2 "put this aside" and Chuck said yes. Marty noted however that there was no reason not to  
3 approve the resolution.  
4

5 Marty moved to follow the recommendation of the Township Solicitor and approve Resolution  
6 2013-44 Establishing the Procedure for the Collection of Sewer & Refuse Account Fees. Senya  
7 seconded the motion for discussion. Chuck suggested the motion be amended to include a  
8 change to item #10 in the resolution – add a period at the end of the word "payment" in the last  
9 sentence and delete the remainder of that sentence. Marty and Senya agreed to the amendment.  
10

11 Senya stated he would like there to be one bill passed in Harrisburg to do this once and for all.  
12

13 *Public Comment: Joe Buonnano, Bow Tree* – Made comments about the fees attorneys earn in  
14 these situations.  
15

16 There was no further discussion or public comment. The Board voted 4:1 to approve the motion.  
17 Thom said he was opposed because the resolution is unnecessary and he does not want to pay  
18 additional attorney fees.  
19

#### 20 **Refuse & Recycling Questionnaire**

21 Marty said he is still in favor of doing a survey but only if the Township will gain something by  
22 doing it. If the Township decides to do the survey he would like it done before getting bids.  
23

24 Senya said the Board would take a vote on this and a YES vote would mean the Supervisor is in  
25 favor of doing the survey and a NO vote would mean the Supervisor is opposed to doing the  
26 survey.  
27

28 Marty asked for input from Jon and Amber. Amber stated that the Township would not know  
29 the value of the survey until the responses come in. She believes the majority of respondents  
30 will want to stay with twice-weekly pickups, but won't know for sure until the results come  
31 back.  
32

33 Senya said that in his three years on the Board of Supervisors he has yet to have anyone in the  
34 Township question the number of pickups per week or the price they pay for trash service. This  
35 is simply not an issue. Any savings that might be realized as a result of the survey results have  
36 already been negated by the amount of time both staff and Supervisors have spent working on  
37 and discussing this issue.  
38

39 *Public Comment: Bill Egan, The Reserve* - Stated he would prefer once-weekly pickup at a  
40 lower cost.  
41

42 Marty said for the small amount of money it will cost the Township to do the survey, it won't  
43 hurt to find out what residents want. Senya said in that case why not take a survey regarding the  
44 grass height at the reforestation project as that issue has generated more concern than anything  
45 trash-related.  
46



1 Carmen said the residents in his neighborhood would like the Township to accommodate  
2 snowbirds when creating a trash pickup program.

3  
4 Thom said he is not in favor of doing the survey because he thinks he knows how residents will  
5 respond: families will want twice-weekly pickups and those without children at home will opt  
6 for once-weekly pickups at a lower cost. Thom said his only concern with once-weekly pickups  
7 is the consequences of having trash sitting around for a week, especially in hot weather.

8  
9 Rick said if the Township doesn't do the survey, the trash service can be rebid using the same  
10 specs as last time. Marty said he still want to get bids on all the options. He said he is still in  
11 favor of taking the survey.

12  
13 Senya called the vote. The Board voted 4:1 against conducting the survey. Only Marty was in  
14 favor.

15  
16 Jon thanked Amber for her good work on this matter. Carmen stated that seeing Amber's  
17 March 19 memo on the topic helped change his mind against doing the survey.

18  
19 **Employee Incentive Program**

20 Jon summarized his March 12 memo on this topic.

21  
22 Marty said it's important to have a recognition program but giving out \$50 or \$100 gift cards  
23 probably won't do much to generate suggestions. He believes employees prefer recognition over  
24 money. He would like the staff to develop a more expansive program plan to include  
25 recognition and not just gift cards.

26  
27 Carmen said in his experience employees seem to really value comp time (extra time off) as a  
28 reward, and he would suggest that for this East Goshen program.

29  
30 Senya recommended that Jon and Amber work to develop an expended program to encourage  
31 employees to think outside the box. He quoted George S. Patton: "If everyone is thinking alike,  
32 then somebody isn't thinking."

33  
34 Senya said this matter would be tabled pending an updated proposal from staff.

35  
36 **Mower Replacement**

37 Carmen moved to approve Mark Miller's March 15 request to purchase two 2012 model  
38 Ex-Mark LZX749EKC606 X-Series Laser Mowers to replace the two zero radius mowers  
39 scheduled for replacement. The total cost for the two mowers will be \$12,402. This cost reflects  
40 the PA State Contract price minus the trade-in value of the old mowers. Chuck seconded the  
41 motion. There was no discussion or public comment. The Board voted unanimously to approve  
42 the motion.

43  
44 **Ford Pickup Truck Replacement**

45 Carmen moved to approve Mark Miller's March 15 request to purchase a new truck to replace  
46 the 2000 Ford F530 pickup truck which is at the end of its life. The new truck will be equipped

1 with a snow plow, highway safety lighting, and a Township radio. It will be purchased from  
2 Hoskins Ford under the PA Costars Program for a total of \$39,625 which includes the value of  
3 the trade-in. Chuck seconded the motion.  
4

5 Thom asked why only Ford trucks were bid and Carmen said the Public Works crew has good  
6 luck with Fords and prefers them.  
7

8 There was no further discussion or public comment. The Board voted unanimously to approve  
9 the motion.  
10

11 **Light Fixture Bids**

12 Rick summarized the bids that were received to retrofit the light fixtures at the Municipal  
13 Complex. The lowest responsible bid came from Delta T. Mechanical for \$17,451.53.  
14

15 The other bids were as follows:  
16

COMPLETE BIDS			Bid Signed	Acknowledge Addendum	Catalog Cuts
Delta T. Mechanical	Mohnton, PA	\$17,451.53	Yes	Yes	Yes
Charles A. Higgins & Sons	Media, PA	\$19,657.31	Yes	Yes	Yes
Simms PMG/Hunt Consulting	Laurel, MD	\$20,569.00	Yes	Yes	Yes
Lenni Electric	West Chester, PA	\$20,886.00	Yes	Yes	Yes
James Kemler	Malvern, PA	\$21,702.45	Yes	Yes	Yes
Green Edge Lighting	Mechanicsville, VA	\$21,927.55	Yes	No	Yes
INCOMPLETE BIDS					
Cook's Service Co.	Avondale, PA	\$7,314.85	Yes	Yes	No

17 Rick reported that Cook's Service Co. had withdrawn their bid earlier today stating that they  
18 made a calculation error. Carmen asked Rick if he had checked the references yet and Rick said  
19 no, but the Township will get a bond for the firm awarded the contract.  
20  
21

22 Marty moved to award the contract to retrofit the light fixtures at the Municipal Complex to  
23 Delta T. Mechanical of Mohnton, PA in the amount of \$17,451.53. Thom seconded the motion.  
24 There was no discussion or public comment. The Board voted unanimously to approve the  
25 motion.  
26

27 **Any Other Matter**

28 Chuck reported that the Friends of East Goshen 501(c)(3) is looking for Board members. He  
29 asked anyone interested to contact Thom Clapper or himself. Senya thanked Chuck and Thom  
30 for all the work they've done to set up the 501(c)(3).  
31

1 *Public Comment:* Kathryn Yahraes asked who is on the 501(c)(3) Board at present. Chuck said  
2 the temporary board consists of himself, Thom Clapper, Sandra Snyder, John Snyder, Jon  
3 Altshul, and Bob Burke.

4  
5 Carmen recommended that a newsletter article be written to stress to residents how crucial the  
6 501(c)(3) is going to be to the Township, and therefore how important these volunteer board  
7 member positions will be. Jon said he would talk to Nancy about it.

8  
9 *Public Comment:* Ginnie Newlin – Asked if the Board positions will mostly involve fundraising.  
10 Chuck said the positions will be a combination of soliciting funds, managing funds, and  
11 dispersing the funds. Ginnie agreed with Carmen's that it's important to publicize these  
12 volunteer openings.

13  
14 Thom commended Chuck for the many hours he has spent completing the paperwork for the  
15 501(c)(3) at no charge to the township, saving East Goshen thousands of dollars in legal fees.

#### 16 17 **Review of Minutes**

18 The Board reviewed and corrected the draft minutes of March 5. Senya stated the minutes would  
19 stand as corrected.

#### 20 21 **Treasurer's Report & Expenditure Register Report**

22 *See attached Treasurer's Report for March 14, 2013.*

23 The Board reviewed the Treasurer's Report and the current invoices. Thom moved to accept the  
24 Treasurer's Report and the Expenditure Register Report as recommended by the Treasurer, to  
25 accept the receipts and to authorize payment of the invoices just reviewed. Chuck seconded the  
26 motion. There was no discussion or public comment. The Board voted unanimously to approve  
27 the motion.

#### 28 29 **Action List**

30 Applebrook Golf Outing – Chuck and Thom will report back to the Board once they have  
31 information.

#### 32 33 **Correspondence & Dates of Importance**

34 Senya acknowledged receipt of an anonymous letter from a resident regarding trash cleanup  
35 along Township roads. Marty stated that the stretch of Route 352 from Paoli Pike to Greenhill  
36 Road is a mess with lots of trash. This area is not suitable for residents to clean up as the  
37 roadway is too unsafe for pedestrians. The Public Works crew will have to do it. He asked Rick  
38 to make a note of it.

#### 39 40 **Meetings & Dates of Importance**

41 Senya noted the upcoming meetings as listed in the agenda.

#### 42 43 **Public Comment**

44 *Joe Buonnano, Bow Tree* – Asked if the Board has had any discussion about how sewer rates  
45 will be calculated this year. Jon said the Township expects to receive the usage data next week,  
46 and said he may call Mr. Buonnano to discuss it. Mr. Buonnano asked that the Township post



1 more information about how rates are calculated to the Township web page. Jon made a note of  
2 his request and said he would take care of it.

3  
4 *Kathryn Yahraes* – Reported that she and Ellen Carmody gave a 45-minute PowerPoint  
5 presentation at the March 9 meeting of the CCHPN. The topic was how to plan a Township  
6 event.

7  
8 **Adjournment**

9 There being no further business, the regular meeting was adjourned at 9:03pm.

10  
11 **Executive Session**

12 The Board met in Executive Session until 9:15pm to discuss a personnel matter.

13  
14  
15 Anne Meddings

16 Recording Secretary

17 *Attachment: Treasurer's Report*  
18  
19  
20

March 14, 2013

**TREASURER'S REPORT**  
**2013 RECEIPTS AND BILLS**

**GENERAL FUND**

Real Estate Tax	\$356,238.51
Earned Income Tax	\$131,883.71
Local Service Tax	\$13,823.11
Transfer Tax	\$16,287.60
General Fund Interest Earned	\$950.93
Total Other Revenue	\$47,337.89
Total Receipts:	<u>\$566,521.75</u>

Accounts Payable	\$105,100.06
Electronic Pmts:	
Health Insurance	\$52,930.24
Credit Card	\$0.00
Postage	\$1,000.00
Debt Service	\$18,138.36
Payroll	\$127,000.00
Total Expenditures:	<u>\$304,168.66</u>

**STATE LIQUID FUELS FUND**

Receipts	\$0.00
Interest Earned	\$0.00
Total State Liquid Fuels:	<u>\$0.00</u>

Expenditures:	<u>\$0.00</u>
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**CAPITAL RESERVE**

Interest Earned	<u>\$721.25</u>
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Expenditures:	<u>\$520.00</u>
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**TRANSPORTATION FUND**

Interest Earned	<u>\$313.89</u>
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Expenditures:	<u>\$0.00</u>
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**SEWER OPERATING**

Receipts	\$85,892.01
Interest Earned	\$78.23
Total Sewer:	<u>\$85,970.24</u>

Accounts Payable	\$51,399.90
Debt Service	\$29,774.67
Total Expenditures:	<u>\$81,174.57</u>

**REFUSE**

Receipts	\$30,867.99
Interest Earned	\$41.39
Total Refuse:	<u>\$30,909.38</u>

Expenditures	<u>\$62,812.79</u>
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**SEWER CAPITAL RESERVE**

Interest Earned	<u>\$211.20</u>
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Expenditures	<u>\$15,635.00</u>
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# EAST GOSHEN TOWNSHIP ACTION LIST

	New additions are in <b>bold</b>	2-Apr-13
#	Item	Date
DPW 07-02	Hershey's Mill Dam - Nothing new to report	2-Apr-13
ADM 13-02	Incentitive Plan	2-Apr-13
ADM 13-03	Picnic	2-Apr-13
ADM 12-4	Applebrook Golf Outings	16-Apr-13
ADM 12-4	Light Fixtures at Municipal Complex	16-Apr-13
FIN 11-05	Quarterly Report Municipal Authority Projects	16-Apr-13
DPW 08-02	Quarterly Financial Reports	16-Apr-13
ADM 09-04	Quarterly Report on I&I	16-Apr-13
ADM 12-06	Quarterly Review of Right to Know Requests	16-Apr-13
ADM 13-01	Comcast Franchise Renewal	16-Apr-13
ADM 12-05	Comp Plan	7-May-13
PCZ 12-01	Comp Plan Goals for ABCs	7-May-13





## EAST GOSHEN TOWNSHIP ACTION ITEM

Item:

## Picnic

No:

ADM 13-3

List Date:

3/5/2013

Completed Date:

**Description:**

Have a picnic for employess and supervisors

[illegible]